

Health Policy Authority Board
Legislative and External Communications Issues
DRAFT

I. Legislative initiatives: The staff must work closely with the Board to ensure that legislative initiatives – both those advanced by the Authority as well as others – are appropriately tracked, advanced, and clearly communicated to the Board. Board participation in the legislative process should be driven by the Executive Director and Chair and should typically be limited and closely coordinated with staff.

Board of Regent's Model:

1. **Budget priorities:** The majority of legislative initiatives advanced by the Authority Board will be included in the budget priorities. These priorities are generated by staff and approved by the Board prior to the legislative session, as part of the budget request to the Governor. The President/CEO/Executive Director communicates and advocates funding for these priorities to legislators and other stakeholders. The Executive Director communicates regularly with the Chair and Executive Committee and provides updates to the Board on this activity.
2. **Other priorities:** It is important that other legislation and initiatives that the Board has not weighed in are quickly responded to, particularly during a legislative session. In this case, the Executive Director works closely with the Chair and the Executive Committee to respond.
3. **Board participation:** On some occasions Board members are asked to weigh in on important initiatives. In this event, the Executive Director creates a set of talking points and legislative targets and works closely with Board members to make calls/have meetings. Board members are also occasionally asked to send in editorials, etc. to support legislative initiatives.

II. Press inquiries: The HPAB has previously stated that the appropriate spokesperson for the Board is the Chair, and for the Authority, the Executive or Deputy Director. Press inquiries, according to this model, should be referred to the Chair or Executive Director.

III. Outside interests: Board members are encouraged to give public presentations, etc. in order to advance the interests of the Authority. Such presentations should be coordinated with the Executive and Deputy Director in order to ensure that Board members have adequate support and technical information.

1. **Contract Bidders:** Board members should be advised that it is inappropriate to meet with vendors who are actively seeking contracts with the Authority under an open RFP.
2. **Stakeholder Groups:** The Authority will be seeking public input from stakeholders at a series of townhall meetings scheduled throughout the year. However, Board members are likely in their professional capacity to speak with

various stakeholders on issues that affect the Board. Board members are encouraged to do so. Specific issues, such as “case work” on behalf of a stakeholder group or individual, should be referred to the Executive or Deputy Director.